

Bradford Public Library
Bradford, VT 05033
BPL Board of Trustees Meeting Minutes
March 9, 2017

Those who were present:

Angela Conrad-Schlager	Year: 2018
Tony Brainerd	2018
Debra Tinkham	Library Director
Dotti Unkles	2020
Pam Johnson	2020
Emma Gibbs	Town Representative
Bud Haas	2019
Larry Coffin	2019
Shirley Conrad	Trustee Emerita

Those not present:

Eris Eastman	Trustee Emerita
Gail Trede	Children's Librarian
Monique Priestley	2018
Pete Richards	2020
Shelly Blodgett (resigned position)	2020 (OPEN)
Brad Johnston	2019
Town Representative	OPEN
Town Representative	OPEN

The meeting was called to order at 6:32 pm by President, Tony Brainerd.

L. Coffin motioned, P. Johnson seconded a motion to approve the minutes of January 12, 2017. Motion approved.

Treasurer's Report:

- A monthly operating report was provided via e-mail along with Treasurer's notes.
- Annual Appeal to date is \$20,271 (\$10,000 is from the anonymous donor).
Budgeted amount is \$11,000.
- Donations: Amazon: \$12.72 2.
- Heating Fuel: Perry Oil \$400.74 3.
- 4. Planning Grant expense to 2/28/17: \$4654.61 5.
- VCF 2017 Maximum Distribution or Reinvestment ~ BPL \$6018 and Hyde \$800
- Bud also completed the 990 forms and provided them for viewing

- Non-Profit Capacity Building Grant from VCF
- Paid Katelyn Robinson today her last installment of her \$3106 contract fee.
- E-Bay sales by Larry - \$333.64 to Capital Restoration Fund
- Larry's Research Assistance - \$120 to the Research Ctr Fund
- Rec'd State of Vermont Grant for the Courier (ILL) Grant.
- Totals for Planning Grant paid by Library:
 - o BRD \$1981.77
 - o Bell, Survey \$501.
 - o Katelyn: \$3106.

Total \$5588.77

- L. Coffin motioned, P. Johnson seconded, a motion to allow the Trustees of the Bradford Public Library hereby authorize the Treasurer, Charles Haas, to purchase a \$50,000 Certificate of Deposit for a period of 6 months. The second signer will be Anthony Brainerd. Motion approved.

L. Coffin motioned, P. Johnson seconded, a motion to approve the Treasurer's Report. Motion approved.

Librarian's Report:

- A monthly operating report was provided via e-mail for both February and March filled with MANY, MANY bits of information (February meeting was canceled due to weather)
- The new Vermont Reads 2017 book is in and copies are available to read
- VCP Literacy night; a night to connect with libraries and see how children are reading
- Emma is doing another wellness training evening with meditation (3/23/17)
- Still having the tax filing assistance and has been VERY busy
- MEMORIAL DAY sale: beginning to think about organizing and not put out an advertisement to collect books. Larry and Carolin Coffin will not be running the plant portion this year,
- Trying to organize a teen group

P. Johnson motioned, L. Coffin seconded, a motion to approve the Librarian's report. Motion approved.

UPDATE on the Accessibility Grant:

- Waiting for people from Historic preservation trust to give a time to come over and look at plans proposed by the Black River Design architects and hopefully provide approval.
- Trustees met with the architects to go over plans; a detailed report was given for review

- \$300,000 would get a ramp, new bathroom and rearrangement down stairs, a lift from the downstairs to the 2nd floor and a new 2nd floor bathroom. The plans also include the options of going to the 3rd floor for later renovations if money becomes available
- Kaitlyn might consider working to help fundraise for the \$300,000; she did a fantastic job with getting BPL processed through the grant and the Board is grateful for her work.
- Hopefully there will be more information for next meeting.

Reminder about Recycling! Larry will bring BPL recycling: Tony for March, Emma for April, and Shirley for May, Pam for June, Brad for July, Shelly for August, Angela for September, Monique for October, Tony for November, Bud for December.

Need for Trustees:

- Shelly Blodgett has resigned and Emma Gibbs will be leaving in June.
- Looking for 4 potential Board members
- A list of potential Trustees was created and ideas for potential people was generated. Different Trustees will contact the people that they know to solicit interest.
- There is some uncertainty to what the voting rights/quorum numbers necessary for meeting the required numbers of Trustees

Fundraising:

- * Shelly Blodgett has resigned and there will need to be a new Leader of Fundraising.
 - **E-Bay sales:** slate has been sold and Larry is selling the Baseball series books and looked for other "old" books that might be worth value and selling on E-Bay as well
 - Slate art project: Dotti and Angela will work together to find artists who will paint on the slate to sell and benefit the library
 - 2020 is the 125th anniversary of the Woods Library Building (BPL); there would be a major fundraising event connected to the anniversary.
 - Who is going to organize the Annual Memorial Day Plant/Book sale?
 - Angela C-S will be taking on the task of organizing and planning the 2017-18 Annual Appeal

L. Coffin motioned, E. Gibbs seconded, a motion to adjourn at 7:43 PM. Motion approved.

The next scheduled BPL meeting is Thursday, April 13, 2017 at 6:30 pm.

Respectfully submitted by,
Angela Conrad-Schlager

